Concordia
UNIVERSITY

BG-2006-5

MINUTES OF THE OPEN SESSION OF THE MEETING OF THE BOARD OF GOVERNORS

Held on Thursday, June 22, 2006, immediately following the meeting of the Corporation, in Room GM 407-1, SGW Campus

Present

Governors: Mr. Peter Kruyt, *Chair,* Mr. John Aylen, Dr. Rama Bhat, Me Gerald C. Burke, Mr. Charles G. Cavell, *Vice-Chair,* Dr. June Chaikelson, Hon. Baljit Singh Chadha, Mr. Walter Chan, Mr. James Cherry, Mr. Howard Davidson, Me Rita de Santis, *Vice-Chair,* Mr. Brent Farrington, Mr. Paul Gauthier, Mr. George Hanna, Dr. Arvind K. Joshi, Mr. Khaleed Juma, Mrs. Judith Kavanagh, Dr. William Knitter, Dr. Claude Lajeunesse, *President,* Me John Lemieux, Ms. Christine Lengvari, Mr. Desmond O'Neill, Mr. Richard Renaud, Ms. Patricia Saputo, Mrs. Suzanne Sévigny, Mr. Mohamed Shuriye, Mrs. Mackie Vadacchino de Massy, Mr. Ivan Velan, Mrs. Lillian Vineberg

Non-voting Observers: Ms. Jean Freed, Mr. John Hall

Officers of the University: Ms. Kathy Assayag, Me Marcel Danis, Mr. Michael Di Grappa, Mr. Larry English, Mr. John Parisella, Dr. Martin Singer

Guests: Me Pierre Frégeau, *Assistant Secretary-General and General Counsel,* Mr. Guy Dumas, *Chief of Staff, Office of the President*

Absent

Governors: Mr. Molhan Chikhalsouk, Dr. Sally Cole, Mr. Brian Edwards, *Vice-Chair,* Ms. Suzanne Gouin, Dr. Lawrence Kryzanowski, Mr. Tony Meti, Mr. David P. O'Brien, *Chancellor,* Mr. Alex G. Potter, Dr. Rhona Richman Kenneally, Dr. Hani Shennib, Mr. Jonathan Wener, *Vice-Chair*

1. Call to Order

The Open Session was called to order at 4:35 p.m.

1.1 Chair's remarks

Mr. Kruyt was pleased to announce that during Closed Session the Board had elected new community-at-large members Sister Françoise Boisvert, Danny Di Perna and Andrew Molson, while community-at-large representatives George Hanna, Ivan Velan and Lillian Vineberg, undergraduate student representatives Walter Chan, Khaleed

Juma and Mohamed Shuriye, faculty member representative Rama Bhat, had all been re-elected. Mr. Kruyt expressed appreciation to outgoing Governors Sally Cole, Brent Farrington, Alex Potter, Suzanne Sévigny and Hani Shennib.

1.2 Approval of the Agenda

Upon motion duly moved and seconded (Gauthier, Renaud), it was unanimously RESOLVED:

R-2006-5-7 THAT the Agenda be approved.

1.3 Approval of the Minutes of the Open Session meeting of May 18, 2006

The approval of the Minutes was deferred to the September meeting.

2. Business arising from the Minutes not included on the Agenda

There was no business arising from the Minutes.

3. Report of the President

Dr. Lajeunesse was very pleased with and proud of the recent five graduation ceremonies. He thanked the members of the Board who attended the ceremonies as well as everyone who contributed to the success of the spring Convocation.

3.1 Update on the search for the Vice-President, Research and Graduate Studies

Dr. Lajeunesse apprised the Board that the Advisory Search Committee had arrived at a decision to present one candidate to an open meeting of the Board and Senate to be held on Thursday, June 29, at 9 a.m. The announcement to the University community will be sent out immediately after the Board meeting, and a separate email will be sent to Governors and Senators by Ms. Tessier.

The President added that the Committee will meet once thereafter and formulate a recommendation for approval by the Board at a special meeting that will be convened on Monday, July 10, at 10 a.m., by conference call, the details of which will be sent to all Board members by Ms. Tessier next week.

4. Report and recommendations of the Budget Committee

The Chair of the Budget Committee, Mr. George Hanna, prefaced Vice-President Larry English's presentation on the operating budget by reporting that the Committee had met twice, on May 3 and June 7, to approve the 2006/2007 budget. Two meetings had been required to deal with the reality of stagnant funding amid rising costs.

Mr. Hanna apprised the Board that the budget forecasts a deficit of $5 million. While traditionally Concordia has been fiscally responsible, the situation is difficult but

management has undertaken the steps towards achieving a balance budget. However, Mr. Hanna pointed out that while Concordia shares a deficit situation with its sister institutions in the Quebec network, Concordia's is less.

Using a power point presentation, Mr. English began by conveying that revised budget assumptions with respect to the deferral of the filing of the pension plan solvency report had generated $2.950 million in savings, resulting in a revised projected deficit of $4,236 million for 2005/2006.

With respect to the proposed 2006/2007 operating budget, Mr. English outlined the various assumptions, which include an anticipated additional 500 FTEs without any significant government reinvestment in education, with at best, only partial funding for the cost of living increase. Mr. English outlined the budget process, which includes an undertaking by management to take the first step towards a zero-based approach to budgeting in the 2007/2008 budget year.

For the current year, decisions needed to be taken to limit the level of the anticipated deficit while pursuing the academic goals. He did a reconciliation of expenses per sector - academic, support sector and building and grounds - explaining the reasons for increases and/or decreases compared to the 2005/2006 budget.

Pursuant to Mr. English's presentation, a discussion ensued, during which Governors posed questions and commented on the budget.

4.1 Approval of the 2006-2007 Operating Budget (Documents BG-2006-5-D4 and D5)

Upon motion duly moved and seconded (Hanna, Sévigny), it was unanimously RESOLVED:

R-2006-5-8 *WHEREAS the Budget Committee delayed its recommendation one month in order to allow senior administration to identify further elements that would reduce the proposed operating deficit for 2006-2007;*

WHEREAS senior administration has undertaken to embark on a zero based budget review of all its activities, to provide a preliminary report to the Board before December 2006 and a final report in the Spring 2007;

WHEREAS senior administration will provide, by the Fall 2006, two scenarios going forward, one which assumes that the widely reported proposed additional post secondary institutional funding from the Quebec Government has been confirmed and, a second which assumes that no such additional commitments are confirmed;

BE IT RESOLVED:

THAT upon the recommendation of the Budget Committee, the 2006-2007 operating budget be approved, as outlined in Documents BG-2006-5-D4 and D5.

4.2 Approval of the 2005-2008 Capital Budget (Document BG-2006-5-D6)

Upon motion duly moved and seconded (Hanna, Lengvari), it was unanimously RESOLVED:

R-2006-5-9 *THAT upon the recommendation of the Budget Committee, the 2005-2008 capital budget be approved, as outlined in Document BG-2006-5-D6.*

5. Presentation on performance indicators (Document BG-2006-5-D7)

Mr. Bradley Tucker, Director, Institutional Planning Office, indicated that the academic consultative process had called for a variety of strategic and operational measurements to gauge the attainment of the goals and objectives set out in the Academic Plan. He apprised Governors that this report is the first iteration of a process that will refine measurements with a view to making them successively more useful in academic and strategic planning.

Mr. Tucker outlined the primary data sources for the report. Much of the data were drawn from internal sources. For comparative measurements, data from independent sources, such as the databases from various granting and research councils, was favoured. Concordia also joined several data-sharing consortia in order to broaden its access to valid, reliable, comparative data. The recently-conducted reputation survey provided data regarding how Concordia is viewed across Canada.

Mr. Tucker continued his presentation by detailing some of the measurements contained in the report and what they track in relation to specific challenges set out in the Academic Plan.

A copy of the full report entitled *Measuring Excellence at Concordia University* was handed to Governors, who were invited to address any comments or questions they had with respect to the report to Ms. Tessier, who would forward them to Mr. Tucker.

6. Search for a Dean of the John Molson School of Business

6.1 Adoption of the profile of the ideal candidate for the position (Document BG-2006-5-D8)

Upon motion duly moved and seconded (Lajeunesse, Knitter), it was unanimously RESOLVED:

R-2006-5-10 *THAT, upon the recommendation of the Advisory Search Committee for a Dean of the John School of Business, the Board of Governors approve the profile of the ideal candidate for a Dean of the John Molson School of Business, as set out in Document BG-2006-5-D8.*

6.2 Update on the search

Dr. Singer informed the Board that the Committee will be meeting at the end of August, specifying out that there is a significant number of interesting candidates from both academic and non-academic backgrounds. Tentative interview dates have been set in September.

7. Establishment of Advisory Search Committee for a Dean of the School of "General Studies"

Upon motion duly moved and seconded (Lajeunesse, Cavell), it was unanimously RESOLVED:

R-2006-5-11 *WHEREAS, at its meeting of May 18, 2006, the Board of Governors approved the establishment of the School of "General Studies", in accordance with the principles set out in Document BG-2006-4-D6 which was distributed at that meeting;*

BE IT RESOLVED:

THAT an Advisory Search Committee for the position of a Dean of the School of "General Studie" be established with the following composition, as set out in the Rules and Procedures for Senior Administrative Appointments (Policy BD-5):

1	*Chair;*
1	*Member of the Board representing the community-at-large or the alumni, recommended by the Executive Committee of the Board;*
4	*Full-time faculty members, one nominated by each Faculty, in accordance with the method specifically adopted by the Faculty for the purposes of this procedure;*
1	*Regular part-time faculty member, nominated by the part-time faculty association;*
1	*Representative of the senior administration, recommended by the Executive Committee of the Board;*
2	*Students (one graduate and one undergraduate) nominated by their respective student associations;*
1	*Member of the administrative and support staff, preferably from the relevant unit, nominated in conformity with the Electoral College Policy.*
11	

THAT, once the Advisory Search Committee has begun its work, the Chair of the Committee report progress to the Board every month; and

THAT the Chair of the Board be authorized to appoint a replacement for any member who may have resigned, such appointment to be made in consultation with the Chair of the committee and with the constituency of the committee member who has resigned.

8. Sundry fees report for 2005-2006 (Document BG-2006-5-D9)

As required by resolution R2001-3, the sundry fee increases approved by the President's Executive Group during the 2005-2006 academic year are detailed in document BG-2006-5-D9.

9. Fine Arts Students Alliance (FASA) fee levies (Documents BG-2006-5-D10 and D11)

Upon motion duly moved and seconded (Shuriye, Farrington), it was unanimously RESOLVED:

R-2006-5-12 *WHEREAS, at a referendum held in March 2006, the undergraduate students in the Faculty of Fine Arts voted in favor of paying a new fee levy for the Fine Arts reading room and increasing the existing FASA special project fee levy;*

BE IT RESOLVED:

THAT the Board of Governors authorize the University to collect a fee of $0.50 per credit to support the John Russell Harper Memorial Reading and Reference room (the Fine Arts reading room) from all undergraduate students in the Faculty of Fine Arts, to be implemented with registration for the Fall term of 2006 (2006/2), in accordance with the University billing, refund and withdrawal policy;

THAT the Board of Governors authorize the University to collect an increased fee of $0.80 per credit to support the FASA special project fee levy from all undergraduate students in the Faculty of Fine Arts, to be implemented with registration for the Fall term of 2006 (2006/2), in accordance with the University billing, refund and withdrawal policy.

10. Concordia Student Union (CSU) fee levies (Documents BG-2006-5-D11 and D12)

Mr. Chan voiced his opposition to the collection of the fee for the Centre for Gender Advocacy, arguing that the services were already provided for and also stating that the question should have been addressed separately in fairness to JMSB and ENCS students who were bearing an increase of $0.29 per credit as opposed to $0.02 per credit for the others. At the request of Mr. Shuriye, speaking privileged were granted to the spokesperson of the Centre who explained the mission of the Centre and specified that the Centre's budget had been provided to the CSU Council.

Upon motion duly moved and seconded (Shuriye, Farrington), it was RESOLVED with 6 opposed and 4 abstentions:

R-2006-5-13 *WHEREAS, at a referendum held in March 2006, the undergraduate students voted in favor of paying a new fee levy to support Cinema Politica and to raise the existing fee in relation to Centre 2110.*

BE IT RESOLVED:

THAT the Board of Governors authorize the University to collect a fee of $0.02 per credit, collected for the Concordia Student Union and administered by Cinema Politica Board of Directors to support Cinema Politica, from all undergraduate students, to be implemented with registration for the Fall term of 2006 (2006/2), in accordance with the University billing, refund and withdrawal policy;

THAT the Board of Governors authorize the University to collect a $0.02 per credit fee increase (from $0.27 to $0.29 per credit) from all undergraduate students in the Faculty of Fine Arts and Faculty of Arts and Science, and Independent Students, and a fee levy of $0.29 from all undergraduate students in the John Molson School of Business and the Faculty of Engineering and Computer Science, to support the Centre 2110: Concordia Centre for Gender Advocacy formerly known at the Concordia Women's Center, annually adjusted to the Customer Price Index of Montreal, calculated by the CSU, to be implemented with registration for the Fall term of 2006 (2006/2), in accordance with the University billing, refund and withdrawal policy.

11. Reports on Concordia's compliance with certain legal obligations

11.1 Report on compliance with fiscal requirements

Vice-President, Finance Larry English reported that he was satisfied with the procedures followed for computing and remitting taxes withheld from employees and employers' contributions from March 1, 2006 to May 31, 2006 as well as for GST and QST claims from February 1, 2006 to April 30, 2006 and that the University had fully complied with its statutory fiscal obligations. A copy of his written report has been deposited with the Secretary of the Board of Governors.

11.2 Report on compliance with environmental legislation and health and safety regulations

Vice-President, Services Michael Di Grappa mentioned that the full report was outlined in the *Quarterly environmental health and safety report on due diligence*, dated June 2006, which has been deposited with the Secretary of the Board of Governors. He reported on two serious incidents involving technical staff. Mr. Di Grappa also informed the Board that that the requirements have been fulfilled further to the radiation safety program audit as well as of the establishment of a biosafety program.

With respect to emergency management, a number of automatic external defibrillators have been placed in key locations on both campuses. Training of security staff followed by volunteer emergency responders is underway. Mr. Di Grappa concluded his report by indicating that the University, in collaboration with health and public service agencies as well as other Quebec universities, had begun to develop a response and recovery plan to deal with a possible epidemic of the Avian Flu.

12. Reports of the Vice-Presidents

12.1 Provost and Vice-President, Academic Affairs - Dr. Martin Singer (Document BG-2006-5-D13)

12.2 Vice-President, Services - Mr. Michael Di Grappa (Document BG-2006-5-D14)
12.3 Vice-President, External Relations, and Secretary-General – Me Marcel Danis (Document BG-2006-5-D15)
12.4 Vice-President, Finance - Mr. Larry English (Document BG-2006-5-D16)
12.5 Vice-President, Advancement and Alumni Relations – Ms. Kathy Assayag (Document BG-2006-5-D18)

These reports are filed for information purposes. No supplementary information was added to the above written reports.

13. Any other business

There was no other business to bring before the Open Session meeting.

14. Next meeting

The next regular meeting of the Board of Governors will be held on Tuesday, September 19, 2006, at 8 a.m., in Room GM 407-1, on the SGW Campus.

15. Adjournment

The Open Session adjourned at 10:06 a.m.

Danielle Tessier
Secretary of the Board of Governors